### SUPPLEMENTAL INSTRUCTIONS FOR NATIONAL REGISTER NOMINATIONS

## [Revised October 2018]

South Carolina State Historic Preservation Office [SHPO] South Carolina Department of Archives and History 8301 Parklane Rd., Columbia, S.C. 29223 (803) 896-6179

The South Carolina SHPO provides the following instructions and guidelines to supplement and be used in conjunction with NR Bulletin 16a, <u>National Register Bulletin Part A: How to Complete the National Register Registration Form</u> [Revised 1997].

This document is intended as an aid to preparers of National Register of Historic Places documentation in the state of South Carolina. The goal is to explain some of the nuances of that document, as well as link to other NR Bulletins/Sources that may be useful in preparing the final National Register document.

### I. Introduction

- a. p. 1: Please note the significance of **integrity** to the National Register program. The concept of integrity is discussed in greater detail elsewhere in Bulletin 16a and is more thoroughly outlined in Bulletin 15, <u>How to Apply the National Register Criteria for Evaluation</u> [Revised 2002] in Section VIII.
- b. The seven aspects of integrity are: location, design, setting, materials, workmanship, feeling, and association. If a property has a significant association, but lacks the other aspects of integrity, it likely will not be eligible for listing in the National Register. Please consult the SHPO when considering whether or not a building retains sufficient integrity to be listed in the National Register, but also *be prepared to make and defend an argument for why the property retains sufficient integrity for listing.* Merely stating that a building has "integrity" is not an argument, that statement requires explanation for *why* and *how* a property retains integrity.
- c. p. 2: Note that Bulletin 16a is not the only bulletin available to assist you in preparing a National Register nomination. There are a number of other useful bulletins that you should consult depending upon the type of property you are documenting. <u>List</u> of National Register of Historic Places Bulletins.
- d. It is often useful to consult previous nominations that have been successfully listed in the National Register. Sample List of National Register Nominations.

# II. Getting Started

a. Familiarize yourself with the three concepts that are briefly outlined in this section: **Historic Significance, Historic Context, Historic Integrity.** Together, these three terms comprise the core of the National Register program. The mere fact that a property is *old* does not mean that it is *historically significant*. In order to be listed in the National Register it will be necessary for the preparer to *make the case* for its significance. Remember, you are preparing both an intensive description of the property (Section 7), one that can be used by future owners/researchers/preservationists to understand the condition/integrity of the

- property at one moment in time, as well as an argument for the significance of the property (Section 8). A mere collection of facts and dates is not an argument. They are necessary components of an argument, but they alone are not sufficient for making that argument. After a reader is done reading the National Register nomination, they should be able to answer the question, *why does this place matter?* You should be prepared to answer that question before you begin preparing the nomination.
- b. In order to make an argument for the significance of the property, and also to understand the proper *level* of significance (local, State, national), it will be necessary to consider how it compares to similar properties within the given context. In order to develop a comparative context, consider other properties that have already been listed in the National Register as well as other properties that have been previously identified within the given geographic area in which the property is best understood. If a property is nominated at the local level then it should be compared to other properties within the same city/town/region, if it is nominated at the State level then it should be considered alongside similar properties from across the State, and if it is nominated at the national level then it should be considered alongside other properties from across the nation. Obviously, as the scope widens the scrutiny that a property must withstand increases. A vast majority of all properties listed in the National Register are listed at the local level of significance.
  - i. Note that for State/national level properties, the narrative statement of significance should explain the ways in which the property is **one of the best** of similarly associated properties in the State/nation that represent the theme under consideration (see p. 51).
  - ii. For properties of National Significance, see Chapter V, <u>Documenting Nationally Significant Properties</u>.
- c. Resources that can be useful for identifying comparable properties include the <u>South Carolina Historic Properties Record (SCHPR)</u>, which is a database of both listed properties and digitized survey records. A listing of surveys and historic contexts is also available here: <a href="http://shpo.sc.gov/research/Pages/conreps.aspx">http://shpo.sc.gov/research/Pages/conreps.aspx</a>. For geographic based searches, <u>SC Archsite</u> is also a valuable tool. The public view map that is freely available on Archsite will provide a map of previously identified properties that includes everything other than archeological resources.

### III. Completing the National Register Form

a. p. 7: National Register Terms—note that the National Register, and National Register form, require standardized terms in many sections. Please use these terms as outlined in Bulletin 16a.

#### 1. Name of Property

- a. https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a III.htm#name
- b. The **historic name** of the property should be chosen to correspond to the common name for the property during the **period of significance**. This historic name may differ from the common name of the property today. Any other names, including any names by which the property is known today, should be listed under "Other Names." The historic name should be used in both the Narrative Description (Section 7) and Statement of Significance (Section 8).
- c. If a property is named for the owner, then the name should, in most cases, reflect both the husband and wife who owned it (e.g. Chestnut, General James and Mary, House).
- d. Enter the name of any Multiple Property Listings of which the resource is a part. If a

property is not associated with a Multiple Property Listing then enter "N/A." For a partial listing of Multiple Property Listings in South Carolina, check here: <a href="http://shpo.sc.gov/research/Pages/conreps.aspx">http://shpo.sc.gov/research/Pages/conreps.aspx</a>.

i. Note that if a property is part of a Multiple Property Listing then the Significance Statement (Section 8) should make reference to the context developed in that document.

#### 2. Location

- a. <a href="https://www.nps.gov/nr/publications/bulletins/nrb16a/
- b. **Not for Publication** is typically reserved for archeological sites. Enter "N/A" in this section if there is no reason to restrict the property information.
- c. For a **district**, enter either the inclusive street numbers or a general description of the boundaries on the "Street Number" line.
- 3. State/Federal Agency Certification
  - a. <a href="https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a">https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a</a> III.htm#state
  - b. Do not fill out
- 4. National Park Service Certification
  - a. <a href="https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a">https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a</a> III.htm#national
  - b. Do not fill out
- 5. Classification
  - a. <a href="https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a">https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a</a> III.htm#classificat ion
  - b. Under **Ownership of Property,** check all boxes that apply. In a Historic District there will likely be multiple boxes checked.
  - c. Under Category of Property, note the classification of property and resource types (<a href="https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a III.htm#types">https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a III.htm#types</a>) when determining which box to check.
  - d. Most former textile mills are considered "industrial complexes" and should be considered "districts" for purposes of the National Register.
  - e. Make sure that the resource count provided under **Number of Resources within Property** is accurate and consistent with the inventory of resources that is included in Section 7.
  - f. Contributing resources are those that *both* date from the **period of significance** *and* add to the historic, architectural, and/or archeological significance of the property.
  - g. The one exception to the above statement is in the case of a property that is located within the boundaries of a historic district **and** is individually eligible for listing in the National Register. In that case, the property is considered a contributing property to the historic district even if it does not date from the period of significance and/or is unrelated to the area(s) of significance for the district.
  - h. Do not include any previously listed resources in the count of contributing/non-contributing resources. Do include previously listed resources on the line for "number of contributing resources previously listed in the National Register." If there are not any previously listed resources then enter "N/A" on this line.
  - i. Note the rules for counting resources provided in Bulletin 16a (<a href="https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a">https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a</a> III.htm#classification)
    - i. A few important points to note:
      - 1. All buildings, structures, sites, and objects located within the properties boundaries that are **substantial in size and scale** should be counted. This means that within a historic district, not only

- primary buildings, but also outbuildings and ancillary structures (garages, hydrant houses, guard houses, bandstands, etc.), should be accounted for in both the resource count and the inventory in Section 7.
- 2. Count a building or structure with attached ancillary structures, covered walkways, and additions as a single unit unless the attachment was originally constructed as a separate building or structure and later connected. Count rowhouses individually, even though attached.

#### 6. Function or Use

- a. https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a III.htm#function
- b. Use only data categories provided in Bulletin 16a for both current and historic uses.
- c. Only enter historic functions for contributing and extant resources.
- d. For properties undergoing rehabilitation, restoration, or adaptive reuse, enter "WORK IN PROGRESS" in addition to any functions that are current or anticipated upon completion of the work.

#### 7. Description

- a. <a href="https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a">https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a</a> III.htm#description
- b. See Bulletin 16a for a list of Architectural Classifications.
- c. Under Materials, include entries for FOUNDATION, WALLS, ROOF, OTHER
- d. Section 7 should be organized as an inventory, with all resources, contributing and non-contributing, described.
- e. In a district, label contributing resources with numbers, non-contributing resources with letters. Include a sketch map of the district that labels all resources in accordance with the inventory.
- f. Describe all elevations of all significant resources within the nominated boundary. Describe the building in a logical sequence—from the ground up, elevation by elevation, from exterior to interior.
- g. Identify character defining features (e.g. original windows, fenestration patterns, decorative millwork, etc.) and explain how the property has changed over time. Be sure to describe any alterations/additions that have been made to the property and the date that they occurred.
- h. It is very helpful to key your description to the photos that are referenced in the photo log [e.g. "The canopy is supported by masonry columns surfaced in stucco with brick bands around the base. Columns project through the flat roof and are stepped inward at the top (Photos 16 and 17)."]

### 8. Statement of Significance

- a. <a href="https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a">https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a</a> III.htm#statement
- b. Check all applicable National Register Criteria. For more information on the Criteria for Evaluation, see NR Bulletin 15, *How to Apply the National Register Criteria for Evaluation* [Revised 2002]
- c. For more information on Criteria Considerations, see NR Bulletin 15, Section VII, "How to Apply the Criteria Considerations"
- d. **Areas of Significance:** Choose areas of significance from the categories provided in Bulletin 16a.
  - i. Under "Social History," consider potential significance in areas that include Labor History (strikes, labor organization, labor movements), Women's History, Gender History, LGBTQ History, Environmental History (how

humans have shaped the environment and been shaped by it), among others.

- e. **Period of Significance:** The period of significance represents the span of time during which the property attained/retained the significance that is supported in the body of Section 8. It often begins with the date of construction, but does not necessarily have to. The justification for the period of significance should be clearly stated both in the summary paragraph and the body of Section 8.
  - i. Continued use is not synonymous with significance.
  - ii. Typically, the end date for the period of significance is *no later than* fifty years ago, *BUT* the preparer should work to identify a historically defensible beginning and end to the period of significance, even if the end date is less than fifty years in the past. For more discussion of the "Fifty Year Rule" and the National Register, see NR Bulletin 22, *Guidelines for Evaluating and Nominating Properties that have Achieved Significance in the Past Fifty Years* [Revised 1998] (note that many of the specific references are now dated, but the general principles remain).
    - 1. "Exceptional importance does not necessarily mean national significance; rather, it is a measure of a property's importance within the appropriate historic context, whether the geographic scale of that context is local, State, or national. ... For example, properties whose importance relates only to local mining activities need only be compared to others found in that locality to determine their comparative value."
    - 2. As elsewhere in the document, it is possible to make a case for exceptional significance that may be more expansive than typically assumed, *but* doing so requires making a thoughtful and well-organized argument for significance. Comparison to other properties within the appropriate context is vital to this process.
  - iii. Avoid using "circa" dates for the period of significance. For some resources, the date of construction or date of abandonment will be unknown. Make it clear in the narrative statement when that is the case, but strive to develop and justify a clearly defined period of significance.
- f. **Significant Dates:** These should be dates of events, associations, construction, or alterations that help to qualify the property for listing in the National Register.
  - i. The beginning and closing dates of a period of significance are "significant dates" only if they mark specific events directly related to the significance of the property, for example, the date of construction that **also** marked the beginning of an important individual's residency, or the closing of a mine that ended a community's growth.
  - ii. Not all properties will have associated significant dates. If there are no significant dates, then enter "N/A"
  - iii. It should be clear upon reading the narrative statement *why* the significant date(s) listed were included.

# g. Cultural Affiliation

i. Complete only if Criterion D is checked.

# h. Narrative Statement of Significance

i. The **summary paragraph** should be an outline of the argument(s) presented in the Narrative Statement. The reason(s) that the property meets the Criteria for Eligibility should be clearly stated. Also make sure that you offer a brief explanation of the period of significance.

- ii. Include a separate heading for each **Area of Significance** with an argument supporting that area of significance provided under each heading [e.g. **Criterion A: Education**]. It is almost always helpful and advisable to identify the theme, associated context, and period that will be argued for under each heading [e.g. **Criterion A: Education—African American Education in Hampton County, South Carolina, 1918-1967**].
- iii. Please use the *Chicago Manual of Style* (16<sup>th</sup> Edition) as the standard style guide for National Register nominations. Use footnotes to cite all sources used to support the argument(s) presented in Section 8. The <u>Purdue University Writing Center</u> provides a useful (and free) overview of *Chicago Manual* citation standards. They also have a section on proper <u>footnote formatting</u>.
- i. For properties that are significant for **Criterion D: Archeology**, please see NR Bulletin 36, *Guidelines for Evaluating and Registering Archeological Properties* [2000]. In our experience, previously completed archeological fieldwork is necessary for any property nominated under Criterion D.
- j. You should draw on various types of evidence to support the area(s) of significance that you have chosen. These include both primary sources (historic maps, contemporary architectural drawings, historic photographs, correspondence, contemporary newspaper articles, archival records, etc.) and secondary sources (books, articles, etc. related to the topic).
  - i. See Appendix I: "Useful Sources for Researching Historic Properties" below for some potential sources that can aid in your research.
- 9. Major Bibliographical References
  - a. <a href="https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a III.htm#major">https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a III.htm#major</a>
  - b. Please use <u>Chicago Manual of Style</u> (16<sup>th</sup> Edition) as reference for formatting the bibliography.
  - c. See NPS Guidance (<a href="https://www.nps.gov/nr/faq.htm#citation">https://www.nps.gov/nr/faq.htm#citation</a>) for how to cite previous National Register Nominations.
  - d. Previous Documentation on File (NPS)
    - i. If a "Part I" tax application has been completed then please check "preliminary determination of individual listing (36 CFR 67) has been requested."
    - ii. "Previously determined eligible by the National Register" only refers to a determination by the Keeper of the National Register, not the SHPO.
    - iii. If building is recorded by <u>HABS/HAER/HALS</u>, then please provide a Survey/Record #

### 10. Geographical Data

- a. <a href="https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a">https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a</a> III.htm#geographi cal
- b. Please provide acreage of the property. Tax records are useful, acreage can also be estimated in Google Earth by creating a polygon that conforms to the property boundaries.
- c. Please provide coordinates in Latitude/Longitude format instead of, or in addition to, UTM references.
- d. If a property is less than ten acres then a single point is all that is necessary, but for more complex properties it is preferable to provide at least four points, even if the property is less than ten acres. The points provided should form a polygon that corresponds to the boundary of the property. If a property is more than ten acres then **at least** four points are required.

- e. For guidance on verbal boundary description and boundary justification, please see Bulletin 16a.
  - https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a III.htm#geographi cal

## 11. Form Prepared By

- a. <a href="https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a">https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a</a> III.htm#form
- 12. Additional Documentation
  - a. <a href="https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a">https://www.nps.gov/nr/publications/bulletins/nrb16a/nrb16a</a> III.htm#additional

## b. Maps/Plans

- i. A USGS topographical map is no longer required. A GIS Map is now required. NPS GIS Map Guidance is available. We will complete a GIS map for you if you are unable.
- ii. Please provide a county tax map and/or plat of the property.
- iii. All nominations should be accompanied by a sketch map that clearly shows the contributing and non-contributing resources within the nominated boundaries. Resources should be labeled according the number/letter scheme used in the inventory of Section 7.
- iv. Provide two versions of the sketch map, one that is labeled but otherwise unmarked, the other that shows photo locations with arrows indicating camera direction. Photos should be labeled with numbers that correspond to numbers in Photo Log.
- v. A simple sketch **floor plan** is recommended for individual buildings, especially if the plan varies from the typical or it would be helpful in understanding the building.

### c. Photographs

- i. NPS Photo Policy Guidance
- ii. The **preferred** size should be at a resolution of 3000 x 2000 ppi (pixels per inch), either as .TIF/TIFF files, or .JPG/JPEG files. Images **must** be at an absolute **minimum** resolution of 2000 x 1600 ppi (pixels per inch). .TIF/TIFF files are the **preferred format** and all photos that are submitted to NPS will be in .TIF format. If it is not possible to provide .TIF files then we can convert .JPG to .TIF.
- iii. Photographs should be provided in digital format, either on CD/DVD or via a file sharing program (note that our email will reject attachments larger than 10mb so emailing photographs as attachments will not work).
- iv. Photographs should be labeled in the following manner: SC\_County\_Property/District Name\_0001 and numbers should correspond with the numbers provided in the Photo Log.
- v. "Submit as many photographs as needed to depict the current condition and significant features of the property." Provide both exterior and interior photographs. Submit images of all elevations, include any additions, alterations, and dependencies. Include images showing outbuildings, significant landscaping, and setting.
- vi. Make sure that the photo log includes both a description of what is pictured in each photograph and the direction that the camera is facing.
- vii. Historic images are very useful in showing how the property has (or has not) changed over time. Any historic images should be labeled as **figures** and should be listed separately on the Photo Log under a heading for **Index of Figures**. Do not label historic images as photographs or include them along

- with contemporary photographs of the resource.
- viii. By allowing a photograph to be submitted to the National Park Service with a National Register form, photographers grant permission to the National Park Service to use the photograph for publication, display, distribution, study, publicity, and audio-visual presentations.

### d. Owner Information

i. Please provide complete information regarding the **property owner of record.** This information must be accurate as it is used for mailings related to the required notification period. If you do not already know this information, it is available in most counties through the tax assessor's office.

### NATIONAL REGISTER PROCESS

A. Submit your completed National Register nomination in a Word file, either on a CD or in an email attachment [**Do not submit nominations in .pdf format**] to:

Virginia E. Harness State Historic Preservation Office SC Dept. of Archives and History 8301 Parklane Road Columbia, SC 29223 803-896-6179 vharness@scdah.sc.gov

CHECKLIST:	
A completed National Register nomination consists of the following items:	
	Completed hard-copy paper version of form [either stapled or clipped together; <b>please</b> <u>do not</u> submit three-ring binders or plastic sleeves]
	The completed form in electronic format (Microsoft Word document, NOT a PDF) submitted by e-mail or on CD/DVD, flash drive, or file sharing service.
	Property Plat or County Tax Map [full-sized is preferable to smaller, online version, if available]
	Color digital images on CD/DVD or flash drive. <b>DO NOT</b> send black and white digital images. <b>DO NOT</b> send prints other than reference prints.

- B. The National Register staff will review the nomination for thoroughness and accuracy within 30 days of receipt. A draft nomination requiring additional information will be returned to the preparer with comments explaining the areas in need of revision.
- C. The National Register staff will schedule nominations for consideration by the South Carolina State Board of Review as soon as possible after an acceptable draft has been reviewed and any necessary revisions have been made. Our review may require a visit to the property by staff before it is scheduled for a board meeting.
- D. State Board of Review meetings are usually scheduled on the **third Friday of March**, **the fourth Friday of July**, **and the third Friday of November**. Nominations will be placed on the earliest available meeting agenda **after:** (1) the SHPO staff have reviewed and commented on a draft of the nomination; (2) the draft has been revised based on SHPO comments and resubmitted; and (3) the revised draft is accompanied by all required photos, maps, and other relevant attachments.

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# Appendix I: "Useful Sources for Researching Historic Properties"

#### Research Guides

- "Tracing the History of Your Historic Building" from the S.C. SHPO.
- NR Bulletin 39, Researching a Historic Property [Revised 1998].

# Digital Collections

- South Carolina State Historic Preservation Office:
  - o Guide to Online Research
  - o <u>Historic Contexts and Survey Reports</u>
  - South Carolina Historic Properties Records: Searchable database of Survey of Historic Properties and National Register listed properties.
- Thomas Cooper Library, University of South Carolina, Digital Collections:

## Selected Items of Note:

- o Berkeley County Photograph Collection
- o Beulah Glover Photograph Collection: Lowcountry images, 1941-1952.
- o Columbia, S.C. City Directories (1859-1927)
- George LaGrange Cook Photograph Collection: Historic images of Charleston and Summerville, 1880s-1890s.
- Inventory of S.C. Church Archives: Survey of Church Archives conducted by W.P.A. workers between 1937 and 1939. Information on dates of organization, building description, construction dates.
- o <u>John Hensel Photograph Collection (1949-1951)</u>: Historic images of the City of Columbia.
- o <u>Joseph Winter Photograph Collection</u>: Historic images of the City of Columbia from a former director of Columbia's Urban Rehabilitation Commission (1965-1980).
- Kenneth Frederick Marsh Photograph Collection: Historic images of homes, public buildings, textile mills, and churches.
- o South Carolina Postcards
- o South Carolina Railroads Photograph Collection
- o Views of Columbia, South Carolina
- o WPA Photograph Collection
- Richland County Public Library Digital Collections
  - o *The State* Newspaper photo archive
  - o <u>Russell Maxey Photograph Collection</u>: Historic photographs of Columbia, South Carolina.
  - o <u>Bicentennial Photograph Collection</u>: Historic photographs of Columbia, South Carolina.
  - Mabel Payne Photograph Collection: Historic photographs of Columbia, South Carolina.
  - o Maps of Columbia and Richland County:
- South Carolina Department of Archives and History, Digital Collections:
  - O School Insurance Photographs, 1935-1952: Historic images of public schools (Choose "School Insurance Photographs" under "Record Group" dropdown menu.

- <u>Lowcountry Digital Library</u>: a number of collections, including numerous photograph collections, relevant to Charleston and the Lowcountry.
- <u>South Carolina Digital Library</u>: free access to photographs, manuscripts, journals, oral histories, etc. from 40 cultural institutions in the state. 200,000 item database.
- <u>Digital Public Library of America</u>: Similar to the SC Digital Library, but drawing on material from wider geographic range.
- Archive.org has a vast collection of documents, including an array of printed materials, that are useful for historical research.
- <u>FamilySearch</u>. Free genealogical research from the Church of Jesus Christ of Latter Day Saints.
- The LDS Church also operates the subscription services <u>Ancestry.com</u> and <u>Fold3.com</u>. In addition to census records, Ancestry.com provides searchable access to city directories and other sources that can be useful in National Register research. Free access to Ancestry.com is available at the South Carolina Department of Archives and History.
- The <u>Freedmen's Bureau Transcription Project</u> is a valuable resource for 19<sup>th</sup> century African American history that is a collaborative project of the Smithsonian Institution and FamilySearch. Also see <a href="http://www.discoverfreedmen.org/">http://www.discoverfreedmen.org/</a> for a portal to searching for individual names.
- <u>Historic American Buildings Survey/Historic American Engineering Record/Historic American Landscapes Survey</u>: "556,900 measured drawings, large-format photographs, and written histories for more than 38,600 historic structures and sites."
- Negro Motorist Greenbook collection, New York Public Library: A collection of guides, begun in 1936, to guide African American travelers to safe harbor during travel. The publisher advertised that the guide was intended "to give the Negro traveler information that will keep him from running into difficulties, embarrassments and to make his trips more enjoyable."

# Newspapers

- <u>Chronicling America, Historic American Newspapers</u>: Text searchable newspaper collections from across the U.S., including a number from South Carolina (pre-1923). Project of the Library of Congress.
- <u>The State (1891-1995)</u>: Available to Richland Co. residents with a Richland County Library Card.
- Charleston News and Courier (1873-1991): This and other Charleston newspapers available to Charleston County residents with Charleston County library card.
- America's Historical Newspapers: Readex database of historical newspapers, 1690-1922. Available to Charleston County residents with Charleston County library card. Check with your local library to see what newspaper sources may be available to you.
- Google Newspaper Archive: No longer updated, but still functional.
- Accessible Archives provides accessible to a number of sources, primarily from the 19<sup>th</sup> and early 20<sup>th</sup> centuries, including a number of African American newspapers. The *Christian Recorder* is a particularly useful source for researching A.M.E. Churches. Check with your county library to see if they might provide access. Personal subscriptions are available for a fee.

- Sanborn Fire Insurance Maps: Produced for many cities and towns across the nation. Helpful in identifying general construction dates and sometimes helpful for identifying dates of additions/alterations. Freely available from the South Caroliniana Library for years 1884-1923.
  - Residents of Spartanburg County can access a more complete collection from UMI with a Spartanburg County Library Card. <a href="http://sanborn.umi.com/splash.html">http://sanborn.umi.com/splash.html</a>
  - O Residents of Charleston County can access a more complete collection with a Charleston County Library Card. http://ezproxy.ccpl.org:2048/login?url=http://sanborn.umi.com
- Topographic Maps of South Carolina, 1888-1975
- <u>SCDOT County Road Maps</u>: Historic maps of all S.C. Counties:
- South Caroliniana Library Map Collection
- <u>USGS Historical Topographic Map Explorer</u>: Searchable topographic maps since 1884.
- David Rumsey Map Collection
- Hargrett Rare Map Collection, University of Georgia
- South Carolina Maps from the Perry-Castaneda Library Map Collection, University of Texas-Austin
- <u>Library of Congress Map Collections</u>
- Check to see what GIS mapping is available for the county in which the resource is located. Typically searching "X County GIS" in Google will take you to the website where the local government resources are located.
- <u>Historic Aerials.com</u>: Historic Aerial Photographs. Sometimes useful for identifying date ranges for building construction/alterations.

#### Plan and Pattern Books

- The Aladdin Company, history and sales catalogs from 1908-mid-1950s
- Sears Archives: Sears Kit Homes
- <u>Leila Ross Wilburn pattern books</u>: Atlanta Architect (1885-1967)
- The Association for Preservation Technology's (APT) Building Technology Library: Contains digitized out-of-copyright architectural publications, construction trade catalogs, house plan books, and related publications dating from the early nineteenth century through 1963.
- Roots and Recall: Links to various historic pattern books. Requires you to sign up for email list, but it is free.

#### Deeds and Plats/Archival Records

- <u>Greenville County</u> is an example of a very usable online database of historic deeds and plats. Check with your county Register of Deeds to see what information may be available online.
- The <u>South Carolina Department of Archives and History</u> has an extensive collection of deeds and plats, as well as state and local government records. Consult the reference staff for assistance. The <u>summary guide to the collections</u> is very useful for browsing available collections.
- The <u>South Caroliniana Library</u> at the University of South Carolina has an extensive collection of archival material related to South Carolina topics.

- The <u>South Carolina Historical Society</u> also has holdings significant holdings related to South Carolina history.
- The <u>Southern Historical Collection</u> at UNC-Chapel Hill has one of the largest archival collections in the U.S. related to southern history. Some of the material is also digitized at <u>DocSouth</u>.

## General Reference

• <u>JSTOR</u> is a subscription service that provides digital access to a large variety of scholarly journals. It is possible to read a limited number of articles for free if you create a free account. Wider access is available via paid individual subscriptions. Most university libraries will provide free access.

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